

**Delaware Manufactured Home Relocation Authority**  
**Financial Summary – Cash Basis**  
**August 2016**

**Revenues**

The Delaware Manufactured Home Relocation Authority (the Authority), has a Trust Fund administered by the Delaware Division of Revenue. As shown on page 3, assessments collected during August 2016 totaled \$22,061.25. Additionally, \$5,625.16 in interest was posted to the Trust Fund in August 2016 for cash held during July 2016.

For the fiscal year, total assessments collected are \$285,927.68, arbitration fees received is \$617.50, and total interest received is \$10,790.62 (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$10,038,534.48, total interest received is \$457,030.48, arbitration fees collected is \$11,367.50, and total special collections are \$8,050.00 (page 5).

**Expenditures**

The Authority paid \$40,000 of relocation assistance during August 2016. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during August 2016 totaling \$7,990.92 (page 3).

For the fiscal year, the Authority has paid \$40,000 of relocation assistance; \$1,874.89 in personnel costs; \$1,583.47 in occupancy costs; and \$8,153.44 in general and administrative costs (page 4).

Since inception on April 1, 2004, the Authority has paid \$1,910,766.62 of relocation costs; \$304,704.59 in personnel costs; \$60,875.99 in occupancy costs; and \$931,099.81 in general and administrative costs, of which \$500.00 was used to set up a petty cash account for daily incidentals (page 5).

**Net Assets – Cash Basis - at August 31, 2016:**

Trust Fund - \$7,283,573.57

Operating Fund - \$23,679.18

Petty Cash - \$282.70

Delaware Manufactured Housing Relocation Authority  
Statement of Assets, Liabilities and Net Assets - Cash Basis  
As of August 31, 2016

ASSETS

Current Assets	
Checking/Savings	
Petty Cash	\$ 282.70
Trust Fund	7,283,573.57
WSFS Checking	<u>23,679.18</u>
TOTAL ASSETS	<u>\$ 7,307,535.45</u>

LIABILITIES & EQUITY

Total Liabilities	<u>-</u>
Net Assets	
Net Assets - Prior Years	\$ 7,061,811.45
Net Increase - Current Year	<u>245,724.00</u>
Total Equity	<u>7,307,535.45</u>
TOTAL LIABILITIES & NET ASSETS	<u>\$ 7,307,535.45</u>

**Delaware Manufactured Home Relocation Authority**  
**Statements of Revenue, Expenditures and Changes in Net Assets - Cash Basis**

	August 2016			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 22,061.25	\$ -	\$ -	\$ 22,061.25
Arbitration fees	-	-	-	-
Interest income	5,625.16	-	-	5,625.16
<b>TOTAL REVENUES</b>	27,686.41	-	-	27,686.41
<b>DRAWS</b>	-	-	-	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	40,000.00	-	-	40,000.00
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	-	-	-	-
<b>Total program services</b>	40,000.00	-	-	40,000.00
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	-	-	-
Wages - Compliance	-	843.25	-	843.25
Payroll Taxes	-	302.17	-	302.17
<b>Total personnel</b>	-	1,145.42	-	1,145.42
Occupancy				
Rent	-	570.00	-	570.00
Utilities	-	229.28	-	229.28
<b>Total occupancy</b>	-	799.28	-	799.28
General and administrative				
Accounting and auditing fees	-	2,098.80	-	2,098.80
Advertising	-	-	-	-
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	625.00	-	625.00
Consulting fees	-	2,700.00	-	2,700.00
Copying	-	(150.00)	-	(150.00)
Legal fees	-	390.00	-	390.00
Arbitration costs	-	-	-	-
Office expenses	-	145.00	-	145.00
Travel - Administrative	-	68.26	-	68.26
Travel - Compliance	-	-	-	-
Postage	-	-	-	-
Supplies	-	169.16	-	169.16
<b>Total general and administrative</b>	-	6,046.22	-	6,046.22
<b>Total support services</b>	-	7,990.92	-	7,990.92
<b>TOTAL EXPENDITURES</b>	40,000.00	7,990.92	-	47,990.92
<b>CHANGE IN NET ASSETS</b>	(12,313.59)	(7,990.92)	-	(20,304.51)
<b>BEGINNING NET ASSETS</b>	7,295,887.16	31,670.10	282.70	7,327,839.96
<b>ENDING NET ASSETS</b>	\$ 7,283,573.57	\$ 23,679.18	\$ 282.70	\$ 7,307,535.45

**Delaware Manufactured Home Relocation Authority**  
**Statements of Revenue, Expenditures and Changes in Net Assets - Cash Basis**

	July 2016 - June 2017			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 285,927.68	\$ -	\$ -	\$ 285,927.68
Arbitration fees	-	617.50	-	617.50
Interest Income	10,790.62	-	-	10,790.62
<b>TOTAL REVENUES</b>	296,718.30	617.50	-	297,335.80
<b>DRAWS</b>	-	-	-	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	40,000.00	-	-	40,000.00
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	-	-	-	-
<b>Total program services</b>	40,000.00	-	-	40,000.00
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	-	-	-
Wages - Compliance	-	1,515.25	-	1,515.25
Payroll Taxes	-	359.64	-	359.64
<b>Total personnel</b>	-	1,874.89	-	1,874.89
Occupancy				
Rent	-	1,140.00	-	1,140.00
Utilities	-	443.47	-	443.47
<b>Total occupancy</b>	-	1,583.47	-	1,583.47
General and administrative				
Accounting and auditing fees	-	2,098.80	-	2,098.80
Advertising	-	-	-	-
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	1,173.71	-	1,173.71
Consulting fees	-	2,700.00	-	2,700.00
Copying	-	(150.00)	-	(150.00)
Legal fees	-	1,794.00	-	1,794.00
Arbitration costs	-	-	-	-
Office expenses	-	150.00	-	150.00
Travel - Administrative	-	193.44	-	193.44
Travel - Compliance	-	-	-	-
Postage	-	-	17.35	17.35
Supplies	-	169.16	6.98	176.14
<b>Total general and administrative</b>	-	8,129.11	24.33	8,153.44
<b>Total support services</b>	-	11,587.47	24.33	11,611.80
<b>TOTAL EXPENDITURES</b>	40,000.00	11,587.47	24.33	51,611.80
<b>CHANGE IN NET ASSETS</b>	256,718.30	(10,969.97)	(24.33)	245,724.00
<b>BEGINNING NET ASSETS</b>	7,026,855.27	34,649.15	307.03	7,061,811.45
<b>ENDING NET ASSETS</b>	\$ 7,283,573.57	\$ 23,679.18	\$ 282.70	\$ 7,307,535.45

**Delaware Manufactured Home Relocation Authority**  
**Statement of Revenues, Expenditures and Changes in Net Assets - Cash Basis**

	Fund-to-Date			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash*	Total
<b>REVENUES:</b>				
Assessments	\$ 10,034,034.48	\$ 4,500.00	\$ -	\$ 10,038,534.48
Arbitration fees	-	11,367.50	-	11,367.50
Special collection	-	8,050.00	-	8,050.00
Interest Income	457,030.48	-	-	457,030.48
<b>TOTAL REVENUES</b>	10,491,064.96	23,917.50	-	10,514,982.46
<b>DRAWS</b>	(1,312,750.00)	1,307,433.84	5,316.16	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	1,471,614.59	931.91	-	1,472,546.50
Payments for non-relocatable homes	297,033.50	18,620.30	-	315,653.80
Payments for abandoned homes	121,893.30	673.02	-	122,566.32
Total program services	1,890,541.39	20,225.23	-	1,910,766.62
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	237,124.84	-	237,124.84
Wages - Compliance	-	43,326.50	-	43,326.50
Payroll Taxes	-	24,253.25	-	24,253.25
Total personnel	-	304,704.59	-	304,704.59
Occupancy				
Rent	-	39,290.58	-	39,290.58
Utilities	-	21,585.41	-	21,585.41
Total occupancy	-	60,875.99	-	60,875.99
General and administrative				
Accounting fees	-	300,158.88	-	300,158.88
Advertising	-	738.00	-	738.00
Bank services charges	-	144.50	-	144.50
Bookkeeping & payroll processing	-	153,232.15	-	153,232.15
Consulting fees	4,200.00	13,845.00	-	18,045.00
Copying	-	481.63	61.52	543.15
Legal fees	-	329,112.61	-	329,112.61
Arbitration costs	-	55,380.39	-	55,380.39
Office expenses	-	20,137.94	287.32	20,425.26
Travel - Administrative	-	13,750.44	13.75	13,764.19
Travel - Compliance	-	21,064.23	-	21,064.23
Postage	-	5,114.82	3,390.77	8,505.59
Supplies	-	8,705.76	1,280.10	9,985.86
Total general and administrative	4,200.00	921,866.35	5,033.46	931,099.81
Total support services	4,200.00	1,287,446.93	5,033.46	1,296,680.39
<b>TOTAL EXPENDITURES</b>	1,894,741.39	1,307,672.16	5,033.46	3,207,447.01
<b>CHANGE IN NET ASSETS</b>	7,283,573.57	23,679.18	282.70	7,307,535.45
<b>BEGINNING NET ASSETS</b>	-	-	-	-
<b>ENDING NET ASSETS</b>	\$ 7,283,573.57	\$ 23,679.18	\$ 282.70	\$ 7,307,535.45

\* Petty cash statistics are only available from September 2010 - current period.



**Delaware Manufactured Home Relocation Trust Fund  
Account Summary**

**Balance:** \$7,283,573.57

<b>Date</b>	<b>Explanation</b>	<b>Revenue/Interest Debit</b>	<b>Expenses Credit</b>	<b>Balance</b>
1/1/2016	Deposit - December Interest	\$2,934.27		\$6,585,079.47
1/6/2016	Marshall & Bailey (Relocation & Setup)		\$24,000.00	\$6,561,079.47
1/13/2016	Jorge Diaz, Veronica Contreras and Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,553,079.47
1/13/2016	Jose Flores, Armando Perez and Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,545,079.47
1/19/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$16,000.00	\$6,529,079.47
1/19/2016	Marshall & Bailey (Relocation & Setup)		\$16,000.00	\$6,513,079.47
1/25/2016	McGinnis Auto and Mobile Home Salvage (Relocation & Setup)		\$24,000.00	\$6,489,079.47
1/26/2016	Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,481,079.47
1/31/2016	Deposit	\$251,766.86		\$6,732,846.33
2/1/2016	Deposit - January Interest	\$2,949.34		\$6,735,795.67
2/1/2016	Olin Boyer (Non-Relocatable)		\$4,000.00	\$6,731,795.67
2/29/2016	Deposit	\$33,328.00		\$6,765,123.67
3/1/2016	Deposit - February Interest	\$4,138.12		\$6,769,261.79
3/9/2016	Lakeland Park Inc. (Removal and Disposal)		\$3,000.00	\$6,766,261.79
3/9/2016	Marshall & Bailey (Relocation & Setup)		\$7,800.00	\$6,758,461.79
3/9/2016	McGinnis Auto and Mobile Home Salvage (Relocation & Setup)		\$8,000.00	\$6,750,461.79
3/9/2016	Rosetta Mosley (Abandonment)		\$1,500.00	\$6,748,961.79
3/30/2016	Withdrawal to Operating Account		\$40,000.00	\$6,708,961.79
3/31/2016	Deposit	\$20,307.50		\$6,729,269.29
4/1/2016	Deposit - March Interest	\$4,134.49		\$6,733,403.78
4/28/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$7,900.00	\$6,725,503.78
4/29/2016	Deposit	\$241,541.72		\$6,967,045.50
5/1/2016	Deposit - April Interest	\$4,659.47		\$6,971,704.97
5/31/2016	Deposit	\$43,202.50		\$7,014,907.47
6/1/2016	Deposit - May Interest	\$4,853.30		\$7,019,760.77
6/30/2016	Deposit	\$7,094.50		\$7,026,855.27
7/1/2016	Deposit - June Interest	\$5,165.46		\$7,032,020.73
7/29/2016	Deposit	\$263,866.43		\$7,295,887.16
8/1/2016	Deposit - July Interest	\$5,625.16		\$7,301,512.32
8/1/2016	Marshall & Bailey (Relocation & Setup)		\$24,000.00	\$7,277,512.32
8/1/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$8,000.00	\$7,269,512.32
8/31/2016	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$8,000.00	\$7,261,512.32
8/31/2016	Deposit	\$22,061.25		\$7,283,573.57